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MARYLAND DEPARTMENT OF GENERAL SERVICES
OFFICE OF THE SECRETARY

MEMORANDUM

To: All State Agencies
Procurement Directors

From: The Department of General Services

Date: March 10, 2015

Subject: Statewide Shredding Contracts

Effective April 30, 2015 the Statewide Recycling/Shredding contracts will expire. The BPOs show nominal usage that reflects a contract value well below agency delegation of \$50k for Maintenance Services contracts. Each agency is invited to procure recycling/shredding services within their delegated authority. Posted are the current Blanket Purchase Orders (BPO) for Shred-It, Vangel Paper, Inc., World Recycle Co., and Georgetown Paper Stock, Inc. Each BPO has the Specification DGS used to procure previous services. Agencies may use this information as a guide to develop the language to acquire the required service for their specific locations. The editable Word document is available on the DGS webpage as well.

001B3400521 - Vangel Paper, Inc.
001B4400332 - World Recycle Co.
001B4400340 - Georgetown Paper Stock, Inc.
001B4400341 - Shred-It

As a final note, DGS has issued an RFP for Waste and Recycle Management for DGS Facilities Statewide, which is pending evaluation and award. This RFP is also available for reference if using agencies would find this strategy and method of procurement more advantageous.

